



Town of Wenham

Town Hall
138 Main Street
P.O. Box 576
Wenham, MA 01984

Selectmen / Town Administrator

TEL 978-468-5520 X2

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Job Posting Finance Director, Treasurer/Collector

The Town of Wenham is accepting applications for the position of Finance Director/Treasurer-Collector. Duties include the supervision of the Town's treasury, collections, and accounting functions, management of municipal finance, audit and budget coordination, and the timely production of financial statements in accordance with Massachusetts general laws Chapter 41 and applicable Town by-laws. *Qualifications:* At least three (3) to five (5) years relevant experience, two (2) in a supervisory capacity, with minimum of a Bachelor's degree in finance, business administration, or related field desired. A demonstrated knowledge of M.G.L. Ch. 44, MGL Ch. 60 and applicable laws related to municipal finance and taxation. Knowledge of VADAR software is desired. Salary is commensurate with background and experience. All resumes with cover letter. Please include salary history. All inquiries and resumes should be sent in confidence to Mark Andrews, Town Administrator, at 138 Main Street PO Box 576 Wenham, MA. 01984 or e-mail to Debi Morong at dmorong@wenhamma.gov , by 4:30 p.m. on March 19, 2014. An equal opportunity employer.